

**TOWN OF ENFIELD
ENFIELD BOARD OF SELECTMEN
MEETING MINUTES JUNE 6, 2022**

TIME: 6:00 PM
LOCATION: Public Works Facility & Zoom videoconference
74 Lockehaven Road, Enfield

PRESENT

Board of Selectmen: Katherine D.P. Stewart, John W. Kluge, Erik Russell (via Microsoft Teams)

Administrative Staff: Ed Morris, Town Manager; Alisa Bonnette, Assistant Town Manager; Roy Holland, Chief of Police; Jesse Baughman, Recruit

Members of the Public: Wendy Piper, Grafton County Commissioner; Dan Kiley, Angus Durocher

CALL TO ORDER

Mr. Kluge called the meeting to order at 6:00 pm.

Mr. Kluge requested a moment of silence to honor Donald Crate, a former Selectman who offered 30 years of service to our community.

APPROVAL OF MINUTES – May 16, 2022 (Public & Non-public sessions)

Ms. Stewart made a motion to accept both sets of minutes as printed. Mr. Kluge seconded. Vote unanimous in favor of the motion (3-0).

BOARD REPORTS

Members of the Board of Selectmen (BOS) had no updates for their respective committee assignments.

TOWN MANAGER’S REPORT

Mr. Morris presented the following updates to the BOS:

- Applications have been received for the Facilities Manager position and he is working with Jim Taylor to set up interviews. He stated that the Recreation Director and Administrative Assistant/Human Services positions have been filled and the first day for both candidates will be Monday, June 13th.
- Surplus equipment that was put up for sale all sold for a total of \$12,100.
- He noted that there was a cyanobacteria warning that was issued for Mascoma Lake on June 3rd and the water would be retested this week. He thanked the Mascoma Lake Association who took quick action to ensure that residents were informed and educated. He added that warnings were posted on town property for residents as well.
- The ARPA funding and loan for the water project totaling \$2 million has been approved by governor council and the contracts are being finalized. He stated that we are currently waiting on the outcome of the wastewater project.
- The \$50,000 GOFERR funding for the Stryker Cot for the Ambulance Department and the LED sign for the Community Building has been submitted. He stated that there was a required \$5,000 match that needed to be put forward by the town toward the project and he worked with Chief Holland and Chief Martin to accommodate that within the current budget. He stated that, as of today, the funding was approved, and the town will be moving forward with the purchases.

He thanked Chief Holland for his assistance in the process, including handling the communication and organization of RFP's.

- He stated that the MFAC Design Team held their first meeting in May and the next meeting will be held on June 14th at 3:30 in the Community Building and will continue to meet the 2nd and 4th Tuesday of each month.
- He noted that facilities funding has been recommended to take out the loan of \$7,259,066 for the public safety building from Mascoma Bank at an interest rate of 3.15% over 30 years, with one adjustment at the 20-year mark. He added that he will work with USDA to take out the \$4,764,098.50 for the Whitney Hall Project, and it is anticipated that the USDA interest rate will be around 3% as well.

With no further comments or questions, Mr. Kluge moved on to introduce Chief Holland of the Enfield Police Department.

PRESENTATIONS

Enfield Police Department

Chief Holland stated that it was a previous tradition to introduce new officers to the Selectboard and while it has been moved away from in the last few years, he would like to return to that practice.

Chief Holland introduced Jesse Baughman, who recently graduated from the New Hampshire Police Standards and Training Council full time officer training.

Mr. Kluge swore Mr. Baughman in and welcomed him to the Town of Enfield.

Grafton County Commissioners' Proposed FY 2023 Budget

Ms. Piper presented the Grafton County Commissioner's proposed FY 2023 Budget.

COMMUNICATIONS

Conservation Commission: Wildlife Crossing Signs

Mr. Morris stated that he attended the Conservation Commission meeting where the wildlife crossing signs were discussed, and he noted that the signs have been approved by Department of Public Works (DPW) Director Jim Taylor. He stated that he would like to be cognizant of how many signs are put up as having too many signs can have its own problems.

Members of the BOS discussed the benefits and drawbacks of adding wildlife crossing signs.

Chief Holland stated that he has spoken with the state and advocated for deer crossing signs on Shaker Hill Road. He added that he provided data to them to show how many accidents there are per year due to wildlife crossing.

Members of the BOS requested to postpone any decisions until the police department has an opportunity to review the data. They requested Chief Holland to present information regarding the number of incidents related to wildlife, the locations, and recommendations for placement.

Mr. Russell requested that Chief Holland also pull data related to areas where signs are already posted to compare whether the current signs are effective or not.

BUSINESS

Crosswalks

Ms. Stewart stated that she has had multiple residents speaking to her about concerns for crosswalks in town.

Chief Holland stated that the crosswalks at the elementary school on Route 4, and by Jake's on Route 4 are scheduled to become enhanced crosswalks, but they are not scheduled for the updates until late 2023 or early 2024. He stated that the Town will need to pay \$25,000 for each enhanced crosswalk. He added that there are planned updates and construction on Route 4 that make it ineffective to put in place immediately as they would need to be redone after the construction was completed. He went on to state that if any additional crosswalks were to become enhanced crosswalks he would prioritize the Shakoma Beach crossing on NH Route 4A.

Ms. Stewart stated that at least getting the lines for the crosswalk repainted would be a step in the right direction.

Chief Holland stated that there was a shortage of the paint needed for the crosswalks and they are usually done before school starts. He noted he would reach out to his contact at the state for follow up.

Mr. Morris stated that it is ideal to have a plan for what the town would like to do and then follow up with the state.

Discussion of use of CIP Capital Reserve Funds for land purchase

Mr. Morris stated that he had discussed possibly using American Rescue Plan Act (ARPA) funds to pay for the land where a public safety facility would be built. He stated that he is continuing to get calls from people offering land for sale, and the offers will be evaluated for the land costs as well as site development costs. He stated that purchasing land with government funds has a lot of strings attached and it has been recommended to purchase the land with other funds and then use the ARPA funds to offset other expenses.

He stated that he would discuss the idea with the CIP Committee and the Trustees of Trust Funds to ensure that everyone is in agreement with the use of the Capital Improvement Program funds to purchase land.

Ms. Stewart requested that the information is documented and that it is clearly explained to residents. She inquired if Mr. Kiley had any comments or questions to add to the conversation.

Mr. Kiley inquired if the purchase of the land was included in the \$7.2 million.

Mr. Morris stated that the land purchase is not included in the \$7.2 million, and the town is not allowed to use that to purchase the land.

Mr. Kiley inquired if ARPA funds could be used to purchase the fire truck.

Ms. Bonnette stated that there is already a loan out for the fire truck and the funds cannot be used for debt service payments.

Mr. Kiley stated that the purchase of the land would take about 40% of the CIP balance, and to balance it we would need to find a way to use ARPA funds to use towards ambulance and cruiser purchases, we can avoid taking more money out or making more debt. He stated that we are seeing interest rates going up and it would be ideal to be able to pay things with cash.

Mr. Russell stated that purchasing the land from CIP removes the ability to borrow for upcoming expenditures, which makes it necessary to understand we are agreeing to pay cash for the next two years. He added that, with the interest rates going up, the timing may be good for such a decision, but it needs to

be thought through. He stated that, based on that decision, we should be clear to understand potential implications in the next two years.

Ms. Stewart recommended looking at the five-year cash forecast for the CIP fund with reference to Mr. Russell's recommendation.

Mr. Morris stated that the ARPA funds need to be obligated by 2024 and expended by 2026.

Policy Review

Disposition of Town Property

Ms. Stewart made a motion to accept the revised policy for the disposition of town property. Mr. Russell seconded. A roll call vote was taken. Vote unanimous in favor of the motion (3-0).

Ordinance: Use of Tobacco and Vaping Devices on Public Property

Mr. Morris presented an ordinance that he developed and discussed with the Executive Team. He noted that to have the ordinance take effect, there would need to be a Public Hearing held first; however, he wanted to bring the information forward to the BOS for discussion.

Ms. Stewart stated that the ordinance should clarify that it is in place regarding town owned facilities and outdoor spaces.

Members of the BOS set the Public Hearing regarding the proposed ordinance for Monday, June 20th at 6pm.

Mascoma Lakeside Park Committee Appointment Request (Lynch)

Ms. Bonnette stated that there is a nine-member board for the Mascoma Lakeside Park Committee, and all positions are currently filled.

Ms. Stewart inquired if it was possible to appoint Mr. Lynch as an alternate.

Ms. Bonnette confirmed that Mr. Lynch could be appointed as an alternate.

Ms. Stewart made a motion to appoint Bud Lynch as an alternate on the Mascoma Lakeside Park Committee. Mr. Russell seconded. Vote unanimous in favor of the motion (3-0).

Capital Improvement Program Committee Resignation (Eaton)

Ms. Stewart made a motion to accept the resignation as presented. Mr. Russell seconded. Vote unanimous in favor of the motion (3-0).

ADMINISTRATIVE ITEMS

Members of the BOS signed appointment forms as presented by Ms. Bonnette.

OTHER BUSINESS TO COME BEFORE THE BOARD OF SELECTMEN

Mr. Kluge requested any other comments or questions to come before the BOS.

Mr. Kluge stated that he visited the Lockhaven Cemetery and inquired why it is locked closed with a chain and padlock.

Ms. Stewart stated that she was present at the Lockhaven Cemetery when drug paraphernalia was found, among many other things.

Mr. Morris stated that other items were also found, and it was decided to close the entryway to discourage the mis-use of the property.

Mr. Kluge stated that he did not agree with closing the cemetery as it prohibits access for those wishing to go there. He stated that, at the least, there should be a key at the town office for people to be able to access and return the key.

Mr. Morris stated that the padlock has been removed and while the chain has been left up, it is able to be opened.

Mr. Durocher stated that a Cemetery Trustees meeting will be taking place later this week and he would be happy to bring forward any recommendations. He stated that they have discussed the issues of drug paraphernalia showing up in the cemeteries and he is open to ideas beyond cleaning the area and keeping the chain up.

Mr. Kluge stated that he didn't see anything wrong with having the chain up, or if it is locked a sign could be posted with where a key can be accessed, such as the Town Office or DPW. He added that the police department should also be asked to look in those areas while they are patrolling.

With no further comments, members of the BOS moved on to adjournment.

INFORMATIONAL ITEMS – NO ACTION REQUIRED

- Abutter Notification fore Shoreland Permit Application: Map 17, Lot 24, French Rd (French)
- Shoreland Impact Permit 2022-00457: 9 Depot St., Map 34 Lot 44 (Nylund Properties LLC)

ADJOURNMENT

Ms. Stewart made a motion to adjourn at 7:17 pm. Mr. Kluge seconded. Vote unanimous in favor of the motion (3-0).

The meeting was adjourned at 7:17 pm.

John W. Kluge, Chair

Katherine D. P. Stewart

Erik Russell
Enfield Board of Selectmen